

**Minutes of Meeting
Grafton Planning Board
April 25, 2011**

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GRAFTON, MA.

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A regular meeting of the Grafton Planning Board was held on Monday, April 25, 2011 in Conference Room A at the Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chairman Bruce W. Spinney III, Vice-Chairman, Robert Hassinger, Clerk Stephen Qualey, Heath Christensen, David Robbins and Associate Member James Walsh III. Staff present was Town Planner, Stephen Bishop. Absent from the meeting was Assistant Planner Ann Morgan.

Chairman Spinney called the meeting to order at 7:00 p.m.

ACTION ITEM 1-A – EXECUTE PERFORMANCE BOND FOR “BRIGHAM HILL ESTATES” SUBDIVISION (A/K/A “NORTH GRAFTON PRESERVE”)

Mr. Bishop informed the Board that Toll Brothers, Inc. had submitted a Performance Bond in the amount of \$3,535,380.00 to replace the Covenant that was previously in place for the “Brigham Hill Estates” subdivision. Mr. Bishop added that the bond has been reviewed extensively by himself and Town Counsel and is based on correspondence from Graves Engineering and the requirements of the applicable Subdivision Rules & Regulations. Mr. Bishop recommended the Board endorse the performance bond as submitted.

MINUTES OF PREVIOUS MEETINGS

MOTION by Mr. Christensen, **SECOND** by Mr. Qualey, to approve the open session minutes of April 11, 2011 as drafted. **MOTION** carried unanimously 5 to 0.

MOTION by Mr. Qualey, **SECOND** by Mr. Christensen, to approve the open session minutes of the April 14, 2011 special meeting as drafted. **MOTION** carried unanimously 5 to 0.

STAFF REPORT

Mr. Bishop thanked the Board members for their attendance at the special meeting held on April 14 to finalize the Determination of Completeness” for the “Cortland Manor” subdivision.

Mr. Bishop reported on the following items:

- he was not sure how long the delay in moving forward on the Mill Villages Park will be due to the Tetreault contractor equipment being involved in an accident last week. Mr. Bishop remarked that the DEP and EPA grants were continuing to move along at a slow pace.
- noted that with regard to the Affordable Housing, representatives for the unit on Tulip Lane have reached an agreement with the bank, allowing it to remain an affordable unit.

- added that there continues to be ongoing litigation with the “Ferry Ridge” Subdivision, which does not involve the Town and is between the seller & buyer.
- stated that he had met with Travelers Insurance at the “Woods at Stonegate” subdivision regarding their replacement of the previously hired contractor with P.W. Brown to complete the subdivision work for Town acceptance in the fall
- requested the Chairman’s dispensation from the Planning Board meeting at 7:30 p.m. to attend the Finance Committee’s meeting at their request, for explanation of the Planning Board’s proposed Town Meeting Article 6 regarding the FEMA changes to be incorporated into the Town’s Floodplain data. Mr. Bishop also mentioned that the Board should designate a member to speak to the article and make a motion at Town Meeting. The Board designated Mr. Hassinger.
- pointed out that H S & T Group has requested a continuance and decision date extension to their scheduled Definitive Plan public hearing tonight due to 6 pages of review comments received from Graves Engineering for the “Abby Wood” Subdivision. Mr. Bishop recommended the Board grant the continuation request, noting that this may be to their advantage since the Board will be changing membership the first week of May.

Mr. Hassinger wished to note that the Board of Health comments regarding the detention basins should be given some attention and suggested it may be a good idea to schedule this discussion item for the May meeting for the Board to review its current policies to see if it is being as restrictive as possible. Mr. Bishop suggested starting to obtain input from the Town.

Mr. Bishop left the Planning Board meeting.

Mr. Qualey informed the Board that the Sign By-Law Committee will be meeting on Wednesday, April 27 at 7 p.m. in Room E-2, and added that they welcome input from Town residents. Mr. Qualey stated they had a few more things to accomplish before presenting the proposed by-law to the Board and Town Meeting.

Mr. Walsh wished to note that there will be a Super Park meeting on May 3 at 7 p.m. and an Agricultural Commission meeting on May 11 at 7 p.m. in Conference Room B. Mr. Walsh reminded all that there is a town wide yard sale scheduled next month to benefit the Super Park.

“ABBY WOODS” SUBDIVISION – CENTRAL MASSACHUSETTS HOME BUILDERS LLC (APPLICANT/OWNER) – DEFINITIVE SUBDIVISION APPROVAL

Mr. Qualey read the legal notice and correspondence from the applicant requesting to continue the public hearing to the next scheduled Planning Board meeting and the review period to August 1, 2011.

MOTION by Mr. Hassinger, **SECOND** by Mr. Christensen, to grant the applicant’s written request to continue the public hearing to May 23, 2011 at 7:30 p.m. and the review period to August 1, 2011. **MOTION** carried unanimously 5 to 0.

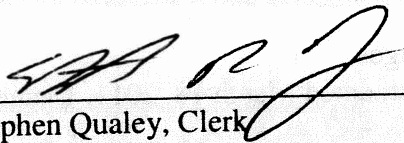
MOTION by Mr. Hassinger, **SECOND** by Mr. Christensen, to adjourn the meeting. **MOTION** carried unanimously 5 to 0.

The meeting was adjourned at 7:31 p.m.

EXHIBITS

- **Item 1A – “Brigham Hill Estates” Subdivision (a/k/a “North Grafton Preserve”) – Performance Bond**
 - Correspondence, Toll Brothers, regarding Bond for North Grafton Preserve (Brigham Hill Estates, received April 21, 2011, 1 page, including attachments:
 - Performance Secured by a Surety Company, Bond #39BSBFU0745, 4 pages.
 - Power of Attorney, The Hartford, 1 page.
 - Hartford Fire Insurance Company, Financial Statement, December 31, 2009, 1 page.
- **Item 5: Draft Meeting Minutes**
 - Grafton Planning Board, April 11, 2011, 9 pages.
 - Grafton Planning Board, April 14, 2011, 1 page.
- **Public Hearing 9A: “Abby Woods” Subdivision, Central Massachusetts Home Builders, LLC (Applicant / Owner), Definitive Subdivision Approval**
 - Unbound application packet prepared by the Applicant, received March 21, 2011, including the following:
 - Application for Approval of a Definitive Plan, 17 pages.
 - Correspondence from the Applicant, Waiver Request, dated March 18, 2011, 1 page.
 - Project Narrative and Requested Waivers, 1 page.
 - Lot Coverage Calculations, 1 page.
 - Section 1.3.3.3 – Site Plan Review Submission Requirements, 3 pages.
 - Environmental and Community Impact Analysis, 2 pages.
 - Certificate of Good Standing signed by the Office of the Treasurer / Collector on January 21, 2011, 1 page.
 - Certified abutters list, dated January 21, 2011, 1 page.
 - Hydrology & Stormwater Management Report, Abby Woods Definitive Subdivision, prepared by HS&T Group, January 17, 2011.
 - Plan Set, 2 copies (11”x17” and 24” x 36”), “Abby Woods: A Definitive Subdivision in North Grafton, Massachusetts”, prepared by HS&T Group, Inc., January 17, 2011, 13 pages:
 - Sheet 1: Cover Sheet
 - Sheet 2: Lot Layout Plan
 - Sheet 3: Lot Layout Plan
 - Sheet 4: Existing Conditions

- Sheet 5: Existing Conditions
 - Sheet 6: Grading Scheme
 - Sheet 7: Grading Scheme
 - Sheet 8: Plan / Profile
 - Sheet 9: Detail Sheet
 - Sheet 10: Detail Sheet
 - Sheet 11: Detail Sheet
 - Sheet 12: Supplemental Information
 - Sheet 13: Landscaping / Tree Removal Plan
- Memorandum regarding Project Review Comments from the Conservation Commission, received 3/31/11, 2 pages.
 - Memorandum regarding Project Review Comments from the Zoning Board of Appeals, received 04/01/11, 1 page.
 - Correspondence, Grafton Water District regarding Abby Woods, Carroll Road; dated April 5, 2011, received April 6, 2011, 1 page.
 - Memorandum regarding Project Review Comments from the Assessor's Office, received 04/11/11, 1 page.
 - Memorandum regarding Project Review Comments from the Police Department, received 04/19/11, 2 pages.
 - Correspondence from Graves Engineering, Abby Woods Definitive Plan Review, dated and received April 20, 2011, 6 pages.


Stephen Qualey, Clerk